

**MINUTES OF THE HANOVER BOROUGH COUNCIL  
PUBLIC WORKS & FACILITIES COMMITTEE MEETING**

**June 10, 2020**

Chairman Hegberg convened the meeting of the Hanover Borough Council Public Works & Facilities Committee meeting on Wednesday Evening, June 10, 2020 at 6:00 PM at the Hanover Borough Municipal Building, 44 Frederick Street, Hanover, Pennsylvania, as advertised.

**Attendance:** In attendance were Public Works & Facilities Committee members Mr. Hegberg, Mr. Hoover and Mr. Lockard; Staff Members Manager Dunford, Secretary Felix, Public Works Director Grimm, Planning & Engineering Director/Zoning Officer Mains and Finance Director Miller.

**Approval of the Minutes:** It was moved by Mr. Lockard, seconded by Mr. Hoover to approve the minutes from November 13, 2019. Motion carried.

**Discussion of Public Works & Facilities Committee Charter:** Mr. Mains stated the Committee will have a refined focus and concentrate on capital projects in excess of \$500,000, excluding water and sewer related projects. The facilities include but are not limited to the Library, Public Safety Building, Public Works Facilities, Borough Hall, Tanger Building, Clearview Fire Station and public parking facilities.

**Prioritization/Listing of Facilities Strategy:** Mr. Mains stated a helpful way to prioritize facilities and their project needs would be to organize them by a "flash" card system, in which each facility is listed on a card along with a list of relevant needs and information. The cards could then begin to be organized in such a manner as to establish priority, and develop a strategy for implementation. Mr. Mains will work with Manager Dunford and Public Works Director Grimm on the development of the flash cards in time for the August 12<sup>th</sup> meeting for the Committee's review. After that, there will be scoring by the Committee, so they can evaluate what needs to be done for each facility, and prioritize. Mr. Hegberg asked for an overall map of all of the facilities.

Finance Director Miller noted there was a facilities report that was completed at the same time as the EIP report. He will investigate same and forward it to the Committee for their information. The report contains a lot of detail on the facilities.

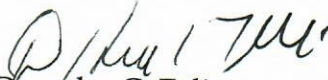
Mr. Hegberg questioned how the assets would be valued, as fair market value or fair rental value. Mr. Miller suggested this is something that could be evaluated by the Committee as well.

**Public Comment:**

None was presented.

**Adjournment:** Chairman Hegberg thanked all for their presence this evening, and it was moved by Mr. Lockard, seconded by Mr. Hoover to adjourn the meeting at 6:33 PM. Motion carried.

Respectfully submitted,

  
Dorothy C. Felix  
Borough Secretary